



Academic Year 2019/2020
STUDENT
HANDBOOK

Faculty of Business Studies and Finance
Wayamba University of Sri Lanka
Kuliyapitiya

CONTENTS

	Pages
1. Introduction	01
2. An overview to the Wayamba University of Sri Lanka	
2.1 Wayamba University of Sri Lanka	01
2.2 Vision & Mission of the University	03
3. Faculty of Business Studies & Finance	
3.1 Introduction	04
3.2 Vision , Mission and Objectives of the Faculty	05
3.3 Administration of the Faculty	06
3.4 Academic Staff of Faculty	06
3.5 Administrative Support Staff	07
3.6 Student Counseling	08
3.7 General Information	
3.7.1 Academic Advisors, Student Counseling & Consultation	09
3.7.2 Lectures & Academic Activities	09
3.7.3 Library Facilities & Reading Material	10
3.7.4 Social & Welfare Activities	10
3.7.5 Computer Facilities	11
3.7.6 Sport Facilities	11
3.7.7 Career Guidance Unit	11
3.8 Structure of the Degree Programmes	
3.8.1 Introduction	12
3.8.2 The Common Programme (First two years)	12
3.8.3 Structures of the common programme	13
4. Department of Accountancy	
4.1 Introduction	14
4.2 Vision & Mission of the Department	15
4.3 Permanent Academic Staff	15
4.4 Structure of the Degree Programme (03 rd year & 04 th year)	17
5. Department of Banking & Finance	
5.1 Introduction	19
5.2 Vision & Mission of the Department	20
5.3 Permanent Academic Staff	20
5.4 Structure of the Degree Programme (03 rd year & 04 th year)	21
6. Department of Business Management	
6.1 Introduction	22
6.2 Vision & Mission of the Department	22

6.3	Permanent Academic Staff	23
6.4	Structure of the Degree Programme (03 rd year & 04 th year)	25
7.	Department of Insurance & Valuation	
7.1	Introduction	26
7.2	Vision & Mission of the Department	27
7.3	Permanent Academic Staff	27
7.4	Structure of the Degree Programme (03 rd year & 04 th year)	28
8.	Department of English Language Teaching	
8.1	Introduction	29
8.2	Vision & Mission of the Department	29
8.3	Permanent Academic Staff	30
8.4	Study programmes offered by the Department	31
9.	Examination Regulations and Evaluation Criteria	
9.1	Introduction	31
9.2	Structure of the Degree Programme	31
9.3	Credits	32
9.4	Eligibility for Sitting the End Semester Examinations	32
9.5	Absence from Academic Activities & Examinations	33
9.6	Repeating a Subject	34
9.7	Absence at the End-Semester Examinations	34
9.8	Method of Evaluation	35
9.9	Grading System	36
9.10	Calculation of Grade Point Average(GPA)	36
9.11	Release of results of the Semester Examinations	38
10.	Provision for Re- Scrutinization of Marks and grades of Undergraduates.	
10.1	Policy Guidelines	38
10.2	Procedures	39
11.	Award of Degrees	
11.1	Award of Honours	41
11.2	Effective Date of the Degree	42
12.	Medals and Prices Award at the convocation	43
13.	External Courses Offered by the Faculty	43
14.	Important Phone Numbers	48

1. INTRODUCTION

The Sri Lanka's economy has now become more market oriented and a competitive economy in all aspects. In this setting, particularly the employment structure of the economy has been drastically changed. As a result, private sector has become the largest employer of the economy. The private sector is interested in recruiting people who can be easily amenable to the challenging, dynamic situations and reach the zenith through the obstacles.

In this context, the Faculty of Business Studies and Finance of the Wayamba University of Sri Lanka through its various Departments has introduced study programmes on such subjects as Business Management, Accountancy & Business Finance, Banking & Finance, Insurance & Finance and to be consistent with the current and the future demand for Business Studies and Finance graduates.

2. AN OVERVIEW OF THE WAYAMBA UNIVERSITY OF SRI LANKA

2.1. WAYAMBA UNIVERSITY OF SRI LANKA

The Wayamba Campus of the Rajarata University of Sri Lanka was established on the recommendation of a Committee consisting of Hon. Wishva Warnapala, Deputy Minister of Education & Higher Education as Chairman. This Committee was appointed by the Hon. Minister of Education and Higher Education Richard Pathirana on 22nd December, 1994 to report on the Affiliated University Colleges. On the recommendation of the above Committee, nine Affiliated University Colleges spread out in various provinces of the country were merged to form two national universities, the Rajarata and the Sabaragamuwa Universities of Sri Lanka on 07th November 1996.

The Affiliated University College of the North Western Province, which consisted of two academic sections namely; Home Science & Nutrition and Agriculture, originally affiliated to the Universities of Kelaniya and Peradeniya respectively, were merged to form the Wayamba Campus and established in terms of the provisions of the Sections 18 and 47 (1) of the Universities Act No. 16 of 1978 and the Campus Board Ordinance No. 3 of 1995.

As provided in the Act referred above, two Faculties were set up to form the Wayamba Campus namely, the Faculty of Agricultural Sciences and the Faculty of Applied Sciences, each with three Departments of study.

The Faculty of Agricultural Sciences consisted of the Departments of Plantation Management, Horticultural Sciences and Food Technology & Agricultural Engineering, while the Faculty of Applied Sciences comprised of the Departments of Mathematical Sciences, Industrial Management & Computer Studies and Nutrition & Community Resources Management.

In 1998/1999, the University Grants Commission appointed a Committee to make recommendations to upgrade the Wayamba Campus to a fully-fledged University. According to the recommendations of the Committee and in consultation with the University Grants Commission, then the Minister of Education and Higher Education established the Wayamba University of Sri Lanka with effect from 01st of October, 1999 for the purpose of providing, promoting and developing higher education in the branches of learning of Business Studies & Finance, Applied Sciences, Technology, Agriculture & Plantation Management, Livestock, Fisheries & Nutrition and Medicine.

The Wayamba University of Sri Lanka is the 13th University in the Sri Lankan university system. It is situated in the North-Western Province as the name denotes, in two geographical locations, Kuliyaipitiya and Makandura. The Faculty of Business Studies & Finance, Faculty of Applied Sciences and Faculty of Technology are located at Kuliyaipitiya premises and Faculty of Medicine is located at Kuliyaipitiya - Labuyaya while the other two Faculties, namely the Faculty of Agriculture & Plantation Management and the Faculty of Livestock, Fisheries & Nutrition are located in Makadura premises.

2.2. VISION &, MISSION OF THE UNIVERSITY

Vision of the University

To be a leading higher education institute in Sri Lanka recognized for its outstanding academic programs, innovative research, scholarship and outreach with the ultimate target of serving the mankind

Mission of the University

To develop highly qualified and responsible citizens who contribute to the improvement of society and sustainable development of the country.

3. FACULTY OF BUSINESS STUDIES AND FINANCE

3.1. INTRODUCTION

The Faculty of Business Studies and Finance (FBSF) of the Wayamba University of Sri Lanka was established with effect from **01st October 1999** by the Government Notification in the Extraordinary Gazette No.1093/8 of Tuesday, 17th August 1999. However its operations were commenced on **2nd July 2001**. The Faculty is located at **Kuliyapitiya premises** of the University and it is comprised with **Five Departments** of Studies; namely, **Department of Business Management, Department of Accountancy, Department of Banking and Finance, Department of Insurance & Valuation and Department of English Language Teaching.**

The four Departments of the Faculty of Business Studies & Finance offer four Degree programmes : **B.Sc. Honours in Business Management, B.Sc. Honours in Accountancy & Business Finance, B.Sc. Honours in Banking & Finance, B. Sc. Honours in Insurance & Finance** respectively. The **Department of English Language Teaching** offers four compulsory English courses to the undergraduates during the first and second years of their Degree programme. In addition, **Faculty of Business Studies & Finance** offers two Post Graduate Degree programmes and nine Certificate, Diploma and Higher Diploma Programmes of which the programmes are given below.

- i. Post Graduate Diploma in Business Management (PGDBM)
- ii. Master Degree in Business Administration (MBA)
- iii. Diploma in Risk Management and Insurance (DRMI)
- iv. Higher Diploma in Risk Management and Insurance (HDRMI)
- v. Diploma in Banking and Financial Studies (DBFS)
- vi. Diploma in Business Management (DBM)
- vii. Certificate in Personal Financial Management (CPFM)
- viii. Diploma in Personal Financial Management (DPFM)
- ix. Diploma in Accounting Information Systems (DAIS)
- x. Higher Diploma in Accounting Information Systems(HDAIS)
- xi. Diploma in English

The **Faculty of Business Studies & Finance** is committed to pursue excellence in Teaching of Management Programmes, conduct Management **Researches** and offer **community services** in the region, making all efforts to be the **Center of Excellence for Business Studies & Finance Education** in Sri Lanka.

3.2. VISION, MISSION AND OBJECTIVES OF THE FACULTY

Vision of the Faculty

To be the Center of Excellence in Business Studies & Finance Education in Sri Lanka

Mission of the Faculty

We are committed to develop Human Resource competencies through Management Education, Management Researches and Community Development Programmes.

Objectives of the Faculty

1. To enhance Undergraduate Education in the field of Business Studies & Finance.

Accordingly, the Faculty continuously designs & develops courses for undergraduates and attempt to produce quality and relevant graduates to meet the National goals of the country.

2. To design and develop advanced Management Programmes & Management Researches.

Faculty also designs & develops advanced, comprehensive academic and professional training programs for all the levels of managers with a view to enabling them to be effective & efficient in their respective organizations, meeting the national development goals of the country, while engaged in Management Researches.

3. To design and Develop Community development Programmes and policy related researches

Faculty formulates empirical vs. conceptual researches in management disciplines in searching for knowledge through systematized efforts to gain new knowledge, helping policy makers at all the levels; Institutional level, National level & International level.

3.3 ADMINISTRATION OF THE FACULTY

Dean of the Faculty

Professor S.K. Gamage

B.Com. (Special)(Kelaniya), AII (India), PGD (Business Statistics)(Ruhuna), M.S.Sc. in Economics (Kelaniya), MBA (Malaysia), PhD (Kelaniya)

Assistant Registrar

Ms. J.A.A.K. Jayalath

B.Sc. in MIS (National University of Ireland, University College, Dublin), MBA (WUSL)

3.4 ACADEMIC STAFF OF THE FACULTY OFFICE

Ms. S. Abeygunawardane, [Coordinator of the Common Programme]

Lecturer

B.Sc. (Special) Banking & Finance (WUSL),

M.Sc. in App Fin (SJP.)

3.5 ADMINISTRATIVE SUPPORT STAFF

No	Name	Position	Place of Work
01	Ms. KWJA Hemapala	Management Assistant	Dean's Office
02	Mr. GAMKH Jayasinghe	Management Assistant	Dean's Office
03	Mr. SHM Wickramasinghe	Management Assistant	Dean's Office
04	Ms. DMYI Dissanayake	Management Assistant	Dean's Office
05	Mr. WA. Dayaratne	Support Staff	Dean's Office
06	Mr. WMTP Wanninayake	Support Staff	Dean's Office
07	Mr. SPGAU Rajapaksha	Support Staff	Dean's Office
08	Mr. KDHT Katugampala	Management Assistant	Department of Business Management
09	Ms. JASR Dilrukshi	Support Staff	Department of Business Management
10	Mr. WMS Wijesinghe	Management Assistant	Department of Insurance & Valuation
11	Mr. MDC Samarathunga	Support Staff	Department of Insurance & Valuation
12	Ms. SMSN Jayawardana	Management Assistant	Department of Accountancy
13	Ms. JMWMK Jayasinghe	Support Staff	Department of Accountancy
14	Mr. OACR Abyesingha	Clerk	Department of Banking & Finance
15	Ms. YPSK Yapa	Support Staff	Department of Banking & Finance
16	Ms. RAIN Jayawardana	Technical Officer	Computer Laboratory
17	Mr. ASS Raj Kumara	Support Staff	Computer Laboratory
18	Ms. EMHAK Ekanayaka	Management Assistant	Department of English Language Teaching
19	Mr. RMNG Rajapaksha	Support Staff	Department of English Language Teaching

3.6 STUDENT COUNSELING

Name	Contact No
Proctor	
Dr. TK Karandaketiya Senior Lecturer, Dept. of Business Management	037-2283618
Deputy Proctor	
Mr. UES Kumara , Senior Lecturer Dept. of Accountancy	037-2284214
Student Counselors	
Ms. WMNM Wijethunge , Senior Lecturer, Dept. of Business Management	037-2283618
Mrs. BB Tharanga, Senior Lecturer Department of Banking and Finance	037-2284216
Ms. DMNB Dissanayake, Lecturer, Dept. of Insurance Valuation	037-2284213
Mr. SMRK Samarakoon, Lecturer (Prob.) Dept. of Accountancy	037-2284214
Ms. PDSN Dissanayake, Lecturer (Prob.) Dept. of English Language Teaching	037-2283155

3.7 GENERAL INFORMATION

3.7.1 ACADEMIC ADVISORS, STUDENT COUNSELING AND CONSULTATION

It has been planned to divide the students of the new intake in each year into groups and each student group is attached to a Member of the academic staff. These academic staff members may act as Academic Advisers to students. Problems arising throughout the University life of the students can be discussed with the respective Academic Advisor. Students are advised to keep close links with such Academic Advisors and advise to take maximum advantage of this opportunity.

Proctor, Deputy Proctor and students' Counselors & Academic Career Guidance Advisor have been appointed by the Vice-Chancellor to attend such common problems that are faced by the students.

Furthermore, each Lecturer will allocate two consultation hours per week to discuss academic matters with students. Students are invited to make maximum benefits from them too.

3.7.2 LECTURES AND ACADEMIC ACTIVITIES

Based on the course requirements, respective Departments design such lectures, tutorials, workshops, seminars, presentations, and off-campus assignments, internship programs etc. Students are strongly advised to participate in a minimum of 80% of Lectures for each course, in addition to the Tutorial sessions that are organized. Tutorial sessions are very important as far as the University education is concerned.

In addition to the Tutorial sessions, the students also have an opportunity to meet relevant course Lectures personally when they have more clarifications about the subject. Two hours per week is allocated from each Lecturer's timetable for this purpose. Students are advised to get maximum benefits from this too.

The Faculty as well as the particular Department always welcome and encourage students to be initiative towards organizing academic activities such as guest Lectures and workshops etc.

Each Department of specialization has been instructed to organize student circles /student societies to act as facilitators on the above purpose. Those societies are expected to organize common programmes.

3.7.3 LIBRARY FACILITY AND READING MATERIAL

The Main Library of the Wayamba University of Sri Lanka has a rich collection of books in the Business Studies & Finance discipline. Students can search books online through the University website. In addition to the reading materials provided by the respective Lecturers, students are advised to expand their reading territory independently to acquire vast knowledge in their fields as well as off fields. Given the fact that formal University education is able to lay only the fundamentals and foundation needed for your career development, such a habit of independent reading is strictly warranted.

3.7.4 SOCIAL AND WELFARE ACTIVITIES

The Faculty always welcomes students and collaboration of students & Lectures initiative towards organizing social or welfare activities such as organizing of societies, welcome & farewell functions, social & environmental projects etc. In organizing such events, students are required to inform and discuss the matter in advance with the relevant members of the academic staff and get approval or consent.

ACADEMIC SUPPORT UNITS

3.7.5 COMPUTER FACILITIES

In addition to the Computer Laboratory in the Computer Unit which Facilities are shared by both Faculties at Kuliypitiya premises, Faculty of Business Studies & Finance has its own Computer Laboratory equipped more than 150 personal computers with internet facilities. All the undergraduates have access to these Laboratories according to the course of study in their respective academic years.

3.7.6 SPORTS FACILITIES

The Unit of Physical Education organizes University sports and related activities. As a part of your life, it is advised to get the maximum benefit from the sports activities.

3.7.7 CAREER GUIDANCE UNIT

The enhancing of quality of university undergraduates and development of professional and soft skills is looked after by the Career Guidance Unit. This is handled through personal development programmes in the form of workshops and seminars on soft skills, entrepreneurship and other related areas. Formation of student companies has been a highlight of the activities of the unit.

3.8 STRUCTURE OF THE DEGREE PROGRAMMES

3.8.1 INTRODUCTION

Admission of students to the Faculty of Business Studies & Finance will be based on the criteria that are followed by the University Grants Commission (UGC) on the performance of the G.C.E (Advanced Level) Examination results. Students who seek to enter into the Faculty of Business Studies & Finance must have studied the subject combination under the Commerce stream.

University Grants Commission makes the allocation of students to the Faculty in accordance with the requirements and the Facilities available at the Faculty of Business Studies & Finance, Wayamba University of Sri Lanka.

3.8.2 THE COMMON PROGRAMME (FIRST TWO YEARS)

Students are required to follow the common programme during the first two years.

The programme is to provide the core management knowledge by giving them in all functional areas in Business Studies and Finance.

The course codes consist of four digits prefixed by a set of three letters. Set of three letters signifies the Department for which courses are offered.

The first digit indicates the year of study, the second digit indicates the Semester, the third digit indicates the serial number of the subject and the fourth digit indicates the credit hours per week given for each subject.

For example, MGT 1114 – MGT indicates the Department in which the course is offered, the first digit indicates the year, the second digit indicates the semester, the third digit indicates the serial order of the subject in the particular year, the fourth digit indicates the credits allocated to the subject.

3.8.3 STRUCTURE OF THE COMMON PROGRAMME

Year	Semester	Course Code	Course Title	Credits
1 st Year	Semester - I	MGT 1114	Principles of Management & Organizational Theory	04
		BNF 1113	Microeconomics	03
		BSF 1113	Business Mathematics I	03
		BSF 1123	Business Environment	03
		ACT 1114	Financial Accounting	04
		ELT 1110	English I - Grammatical Foundation	00
		Total Credits for the Semester I		
	Semester - II	MGT 1224	Organizational Behavior	04
		BNF 1224	Macroeconomics	04
		BSF 1233	Business Mathematics II	03
		BSF 1243	Information Technology	03
		ACT 1224	Cost & Management Accounting	04
		ELT 1210	English II Composition	00
		Total Credits for the Semester II		
Total Credits for the 1st Year				35

Year	Semester	Course Code	Course Title	Credits
2 nd Year	Semester - I	MGT 2114	Human Resource Management	04
		BSF 2124	Business Statistics	04
		BSF 2123	Computer Software & Applications	03
		ACT 2114	Taxation & Auditing	04
		BSF 2131	Business Communication I	01
		Total Credits for the Semester I		
	Semester - II	MGT 2224	Marketing Management	04
		BNF 2214	Managerial Economics	04
		BSF 2244	Commercial Law & Industrial Law	04
		ACT 2224	Financial Management	04
		BSF 2251	Business Communication II	01
		Total Credits for the Semester II		
Total Credits for the 2nd Year				33

4. DEPARTMENT OF ACCOUNTANCY

4.1. INTRODUCTION

Department of Accountancy offers **Bachelor of Science Honours in Accountancy and Business Finance**. This is a four-year duration program, conducted in English medium.

The objective of the B.Sc. Honours Degree Programme in Accountancy and Business Finance is to equip students with a sound academic and professional background in the related fields, enabling them to be reputed academicians within both public and private sector organizations in local and global contexts.

After two year common program, the Department of Accountancy lays a solid foundation for the undergraduates by offering advanced philosophical, theoretical, and practical knowledge within the scope of Accountancy and Business Finance, which leads to create opportunities for the students to be specialized as per their own willingness. Accordingly, the undergraduates are offered with two alternatives for being specialized as Accountancy cluster and Business Finance cluster.

The specialization in the Accountancy cluster mainly concentrates on Accounting & advanced strategic disciplines such as, Financial Reporting, Financial Statement Analysis, Accounting Information Systems, Strategic Management Accounting and Forensic Accounting. Meanwhile the Business Finance cluster focuses highly on investment and financial decision making within a turbulent corporate environment with the subjects of Investment Management, Corporate Finance, Strategic Finance, Financial Mathematics, Financial Modeling, Financial Derivatives and Financial Econometrics.

In addition to the theoretical foundation offered, a dissertation is compulsory to all final year students of the department and they are required to engage in an independent research study. More over with the aim of providing a practical exposure each and every student is required to spend six months in-plant training at a business enterprise which accumulates marks to the final GPA.

4.2. VISION & MISSION OF THE DEPARTMENT

Vision of the Department

An Assured Future for All Sri Lankans and a Prosperous Society through Learning

Mission of the Department

The Department will ensure the provision of high quality accountancy education and training towards optimum utilization, control and development of resource that;

Raises Achievement

Reduces Disparity

Leads to Opportunities

4.3. PERMANENT ACADEMIC STAFF

Professor D.A.M. Perera (Head of the Department)

B.Sc. (Mgt.) (USJP), DIM (OUSL), DSM (Germany), MBA (WUSL), MBA – FM (India), PhD (WUSL)

Dr. Kumara Uluwatta

Senior Lecturer

B.Sc. (Bus. Admin) (USJP), M.Sc. (Accountancy & Finance) (USJP), PhD (WHUT, PRC), FCPM

Mrs. W.A.D.K.J. Wanigasekara

Senior Lecturer

B.B. Mgt. (Accountancy) (Kelaniya), MBA (WUSL), Reading for PhD. University of Kelaniya.

Mr. U.E.S. Kumara

Senior Lecturer

B.B.A (Accountancy & Finance), (Ruhuna), MBA (Corporate Finance) (WHUT, PRC), Reading for PhD in Finance (Netherlands)

Mrs. U.G.A.C. Karunananda

Senior Lecturer

B.B. Mgt (Accountancy) (Kelaniya), ACA, ACMA, MAAT, MAF (Kelaniya), Reading for PhD. In Management (MSU) Malaysia

Mrs. U.G.V.D.D. Gunarathne

Senior Lecturer

B.Sc. (Financial Management) (SUSL), MBA in Finance (COL), Reading for PhD in Management (MSU) Malaysia

Mrs. D.H.S.W. Dissanayake

Senior Lecturer

B.Com (COL), M.Sc. in Applied Finance (USJ), CIMA – Passed Finalist, Reading for PhD in Management (USJ)

Mrs. W.A.N. Priyadarshani

Senior Lecturer

B.Sc. (Accounting) (USJ), ACA, CMA (SL), DBF, CIMA (UK) Finalist, MAAT, MBA (WUSL), M.Sc. in Applied Finance (SJP), Reading for PhD in Management (MSU) Malaysia

Mrs. J.A.G.P. Jayasinghe

Senior Lecturer

B.Sc. (Accountancy & Business Finance) (WUSL), CBA, MBA (WUSL), Reading for M.Sc. in Financial Mathematics (UOM)

Ms. G.K.N. Priyadarshani

Senior Lecturer

B.Sc. (Accountancy & Business Finance) (WUSL), MBA (WUSL), M.Sc. in Applied Finance (USJP), ACMA

Mr. S.M.R.K. Samarakoon

Lecturer (Prob.)

*B.Sc. (Accountancy & Business Finance) (WUSL), M.Sc. in Applied Finance (USJP), M.Sc. in Financial Mathematics (UOM), Reading for PhD (USJ)
AAT SL (Passed Finalist), CA Sri Lanka (Passed Finalist)*

Mrs. B.A.C.H. Wijesinghe

Lecturer (Prob.)

B.Sc. (Accountancy & Business Finance) (WUSL), Reading for M.Sc. in Applied Finance (USJP), CIMA (Passed finalist)

Mrs. E.A.I.N. Ediriweera

Lecturer (Prob.)

B.Sc. (Accountancy & Business Finance) (WUSL), M.Sc. in Financial Mathematics (UOM), CA (Final), ACMA

Mr. Y.D.R. Kurupparachchi

Lecturer (Prob.)

B.Sc. (Accountancy & Business Finance) (WUSL), Reading for MPhil in Business Economics (USJP), Reading for CA and CMA

**4.4. STRUCTURE OF THE DEGREE PROGRAMME
(03RD YEAR AND 04TH YEAR)**

**Bachelor of Science Honours in Accountancy and Business Finance
BSchons (Acc & Bus Fin)**

Year	Semester	Course Code	Course Title	Credits	
3 rd Year	Semester I	ACT 3113	Advanced Financial Accounting	03	
		ACT 3123	Corporate Law	03	
		ACT 3133	Investment Management	03	
		ACT 3143	Management Science	03	
		Accountancy Cluster			
		ACT 3153	Accounting Information Systems	03	
		Business Finance Cluster			
		ACT 3163	Financial Mathematics	03	
	Total Credits for Year III Semester I			15	
	Semester II	ACT 3214	Research Methodology in Accounting & Finance	04	
		ACT 3223	Financial Reporting	03	
		ACT 3233	Corporate Finance	03	
		Accountancy Cluster			
		ACT 3243	Advanced Taxation & Tax Planning	03	
		ACT 3253	Computerized Accounting & ERP Systems	03	
		Business Finance Cluster			
		ACT 3263	Corporate Governance	03	
		ACT 3273	Financial Modeling	03	
		Total Credits for Year III Semester II			16
		Total Credits for the Year III			31
4 th Year			ACT 4f19	Research Project	09
	Semester I	ACT 4113	Corporate Reporting	03	
		ACT 4123	Financial Statement Analysis	03	
		Accountancy Cluster			
		ACT 4133	Advanced Auditing & Assurance	03	
		ACT 4143	Forensic Accounting	03	
		ACT 4153	Strategic Management Accounting	03	
		Business Finance Cluster			
		ACT 4163	Financial Derivatives	03	
		ACT 4173	Applied Econometrics	03	
		ACT 4183	Strategic Finance	03	
	Total Credits for Year IV Semester I			15	
	Semester II	ACT 4219	Industrial Training	09	
		Total Credits for Year IV Semester II			09
		Total Credits for the Year IV (09+15+09)			33
Total Credits for the Entire Degree Programme (35+33+31+33)				132	

Note :

- Once a cluster is selected by a 3rd year Semester I student, he/she shall continue with that cluster during the entire specialization programme.
- † Refers to throughout the academic year
- Students those who prefer to follow the “Business Finance “Cluster, he/she should have obtained ‘B’ or higher grades for the following subjects.

MGT 1113 – Business Mathematics I

MGT 1233 - Business Mathematics II

MGT 2124 – Business Statistics

However, appeals may be considered based on the reasonable grounds by the Department of Accountancy.

5. DEPARTMENT OF BANKING AND FINANCE

5.1 INTRODUCTION

Department of Banking & Finance offers **Bachelor of Science Honours in Banking & Finance**. Being the pioneer in offering a degree for banking and finance in Sri Lanka, B.Sc. Honours in Banking & Finance is offered with the objective of providing a sound Academic & Professional background in Banking & Finance enabling our graduates to be innovative financiers.

The curriculum of the degree consists with the subjects covering all the major areas of Finance and Banking and also it includes other subjects relating to the core areas Economics, Business Management and Accountancy. The most recently revised curriculum is designed in a way allowing undergraduates to select an option in specializing for Banking or Finance once they reach the fourth year. Accordingly, students who wish to get deeper knowledge in banking field can select course units in **Option 1** plan in the first and second semester of the final year. Also, those who like to specialize further in finance field have an opportunity to select **Option 2** which includes advanced finance course units in the first and second semester of their final year.

In addition to the theoretical background they gained throughout the program every student would spend **a minimum of six months In-Plant Training** at a Financial Institution or a business enterprise and require to write a thesis related Banking or Finance field to fulfill the degree requirement of the B. Sc. Degree program that is offered by the Department.

5.2 VISION & MISSION OF THE DEPARTMENT

Vision of the Department

To be the center of excellence in banking and finance education and research in Sri Lanka.

Mission of the Department

To achieve excellence in the diffusion of knowledge related to Banking and Financial services in line with the best practices for the field of Banking and Finance

5.3 PERMANENT ACADEMIC STAFF

Dr. W. A. I. Lakmal [Head of the Department]

Senior Lecturer

B.A. In Economics (Col.), M.S. Sc. in Econ.(Kelaniya)

Ph. D (Kln)

Professor R.A. Rathanasiri

B. Com (Special) (USJP), PGD in Economic Development (Col.), M.A. in Economics (Col), MPhil in Economics (Col.) Ph.D. (WHUT- China), CMA(Dip), CTHE (WUSL)

Dr. H.M. Shantha P Herath

Senior Lecturer

PhD (ZUEL,P.R. China), M.S.Sc. Economics (KLN), M.A. Economics(CMB), PG.Dip.Business Statistics(USJ) B.A.(Special) in Economics(USJ)

Dr. D.A.T. Kumari

Senior Lecturer

B.A. (Econ) (SJP), M.S.Sc (Kelaniya), Ph.D (MSU))

Ms. H.M.A.K. Herath

Senior Lecturer

B. Sc. (Special) (Banking & Finance) (WUSL), MBA (WUSL)

Ms. B.B. Tharanga

Senior Lecturer

B.Sc. (Special) Banking & Finance (WUSL), M.Sc. (USJ)

Mr. A.G.D.L.K. Gunarathne

Lecturer

BBM (Special) (Entrepreneurship & Management) (UWU), M.Sc. in Applied Finance (USJP)

Ms. S.N.R.F. Dias

Lecturer (Prob.)

B.Sc. (Special) Banking & Finance (WUSL), Reading for M.Sc. in Applied Finance (USJP)

Mr. H.M.R.R. Hewamana

Lecturer (Prob.)

B.Sc. (Special) in Finance (USJP)

5.4 STRUCTURE OF THE DEGREE PROGRAMME (03RD YEAR AND 04TH YEAR)

Bachelor of Science Honours in Banking & Finance - BScHons (Bank & Fin)

Year	Semester	Course Code	Course Title	Credits	
3 rd Year	Semester - I	BNF 3113	Banking and Finance	03	
		BNF 3123	Monetary Economics	03	
		BNF 3133	Money and Capital Markets	03	
		BNF 3143	Management Information Systems	03	
		BNF 3152	Investment and Portfolio Management	02	
		MGT 3133	Management Science Applications	03	
		Total Credits for the Semester I			17
	Semester - II	BNF 3212	Corporate Finance	03	
		BNF 3222	Financial Econometrics	02	
		BNF 3233	Research Methodology in Finance	03	
		BNF 3243	International Economics	03	
		BNF 3253	Project Management & Financing	03	
		Total Credits for the Semester II			14
	Total Credits for the 3rd Year				31
4 th Year	Semester - I	BNF 4113	Risk Management	03	
		MGT 4114	Strategic Management	04	
		BNF 4169	Research Project	09	
		Option I OR II			
		Option I - Banking			
		BNF 4122	Credit Management	02	
		BNF 4132	Banking Law	02	
		Option II - Finance			
		BNF 4142	Financial Derivatives	02	
		BNF 4152	Entrepreneurial Financing	02	
	Total Credits for the Semester I			20	
	Semester - II	BNF 4259	Internship	09	
		Option I OR II			
		Option I - Banking			
		BNF 4222	IT for Banking	02	
		BNF 4212	Bank Management	02	
		Option II - Finance			
BNF 4232		Financial Modelling and Forecasting	02		
BNF 4242	Fixed Income Securities	02			
Total Credits for the Semester II			13		
Total Credits for the 4th Year				33	
Total Credits for the Entire Degree Programme (35+33+31+33)				132	

Abbreviations

I – Throughout the year

6 DEPARTMENT OF BUSINESS MANAGEMENT

6.1 INTRODUCTION

The Department of Business Management (DBM) offers Bachelor of Science Honours in Business Management which is a four-year duration program where the medium of instruction is English.

The prime aim of the BScHons (Bus Mgt) is to offer the students a sound academic and professional knowledge in Business Management enabling them to develop productive business organizations and management disciplines in Sri Lanka and elsewhere in the world.

After a two-year common programme, the Department of Business Management provides a sound knowledge to the undergraduates in philosophical, theoretical and practical knowledge in the field of Business Management.

The specialization in Business Management program would concentrate more on Operations Management, Management Information Systems, Management Science Applications, Small Business Management, Supply Chain Management, Research Methodology, Advanced Statistical Applications, Organizational Culture and Leadership, Professional Skills in Management, Project Management, Strategic Management, Electronic Business, International Business and Dissertation.

In addition, every undergraduate is provided with a great opportunity to develop their own competencies in connection with the Business Enterprises in one academic semester.

6.2 VISION & MISSION OF THE DEPARTMENT

Vision of the Department

To be the best and the most preferred Academic Department for Business Management.

Mission of the Department

We are committed to produce excellent graduates well equipped with thorough knowledge of Business Management, while continuously engaged in Business Management Research and Management Development.

To make these a reality, the Department of Business Management hopes to attribute undergraduate with;

- An in-depth understanding in management concepts both from theoretical and practical perspectives.

- The modern academic knowledge, skills, abilities and insights into the current practices of management in business organizations.
- Leadership, entrepreneurial skills and skills of communication and presentation.
- A range of competencies in understanding of and dealing with management issues in modern organizations.
- Firm base for further study on Business Management.

6.3 PERMANENT ACADEMIC STAFF

Professor H.M.A. Herath [Head of the Department]

B.Com (Ruhuna), PGDM in Education, M.Sc.(Management-USJP), Ph.D. (UUM – Malaysia), SEDA (UK), Entrepreneurship Trainer (CEFE-German)

Dr. T.K. Karandakatiya

Senior Lecturer

B.Com (USJP), M.Sc. (USJP), Ph.D. (HUST – China)

Mr. B.M. Wijesiri

Senior Lecturer

B.Sc. (Bus. Admin.) (USJP.) PG.Dip. LRHRM (Col.), MBA (USJP), MBA (WUSL), MAAT, MIM, MCPM, AMITD, PG.Cert. (Proj.Mgt.), PG.Cert. (St.Mkt.), Certified HR Auditor (TVRLS India – IPM Sri Lanka), Reading for Ph.D. (PIM-USJP)

Dr. (Mrs.) K.A.M.S. Kodisinghe

Senior Lecturer

B.Com. (Kelaniya), M.Com (Kelaniya), Ph.D. (Kln)

Mrs. W.D.N.S.M. Tennakoon

Senior Lecturer

B.Sc. (Bus. Admin) (USJP), MBA (Pera), Reading for Ph.D. (Kln)

Mrs. A.K.D.N. Dilshani

Senior Lecturer

B.Sc. (Bus. Mgt.), PGDM (RJT), MBA (WUSL), Reading for Ph.D. (Management & Science University, Malaysia)

Mrs. W.M.N.M. Wijethunga

Senior Lecturer

B.Sc. (Bus. Mgt.) (WUSL), MBA (WUSL)

Mrs. D.M.T.D. Dissanayake

Senior Lecturer

B.Sc. (Special) (Bus. Mgt.) (WUSL), MBA (WUSL), ACIM(UK), Reading for Ph.D. (Management & Science University, Malashiya)

Mrs. P.A.B.H. Amarathunga

Senior Lecturer

B.Sc. (Special) (Bus. Mgt.) (WUSL), MBA (WUSL), Reading for Ph.D. (Management & Science University, Selangor, Malaysia)

Mrs. W.D.M.B.K. Dissanayake

Senior Lecturer

B.Sc. (Special) (Bus. Mgt.) (WUSL), MBA (Col.), NDTD (IPM)

Ms. U.L Herat

Lecturer (Prob.)

B.Sc. (Special) (Bus.Mgt.) (WUSL), MBA (WUSL), CIMA (Passed finalist), Reading for Ph.D. (Australia)

Mr. A.R.M.I. Ariyapperuma

Lecturer (Prob.)

B.Sc. (Special) (Bus. Mgt.) (WUSL), Reading for Mphil/PhD (Col.), ACMA(UK), CGMA (USA))

Ms. S.M.N. Praveeni

Lecturer (Prob.)

B.Sc. (Special) (Bus. Mgt.) (WUSL), MBA (Special) (Bus. Tech)(Kln), AHND(HRM)(NIBM)

Ms. W.J.A.J.M. Lasanthika

Lecturer (Prob.)

B.Sc. (Special) (Bus. Mgt.) (WUSL), MBA (Special) (Bus. Tech)(Kln), PQHRM(CIPM)

**6.4 STRUCTURE OF THE DEGREE PROGRAMME
(03RD YEAR AND 04TH YEAR)**

Bachelor of Science Honours in Business Management - BScHons (Bus Mgt)

Year	Semester	Course Code	Course Title	Credits
3rd Year	Semester - I	MGT 3113	Operations Management	03
		MGT 3124	Management Information Systems	04
		MGT 3133	Management Science Applications	03
		MGT 3144	Small Business Management	04
		MGT 3153	Supply Chain Management	03
		Total Credits for the Semester I		
	Semester - II	MGT 3213	Research Methodology	03
		MGT 3224	Advanced Statistical Applications	04
		MGT 3233	Organizational Culture & Leadership	03
		MGT 3244	Professional Skills in Management	04
		MGT 3253	Project Management	03
		Total Credits for the Semester II		
Total Credits for the Level 3				34
Year	Semester	Course Code	Course Title	Credits
4th Year		MGT 4f19	Research Project	09*
	Semester - I	MGT 4114	Strategic Management	04
		MGT 4124	Electronic Business	04
		MGT 4134	International Business	04
	Total Credits for the Semester I			16
	Semester - II	MGT 4249	Industrial Training	09
		Total Credits for the Semester II		
Total Credits for the Level 4				30

* MGT 4f19 Research Project progress throughout the year and the credits being dispersed as 04 credits in Semester 1 and 05 credits in Semester 2.

In addition to the theoretical background students gained throughout the course, students are required to prepare a comprehensive dissertation based on issue of Business Management Enterprises in Sri Lanka.

7 DEPARTMENT OF INSURANCE AND VALUATION

7.1 INTRODUCTION

The Department of Insurance and Valuation was established in 2001 as the first Academic Department of the university system in Sri Lanka to offer specialized degree in the field of Insurance with the intention of providing a quality graduates to fulfill the needs of Insurance Industry in Sri Lanka.

At present Department is committed to enhance the education in the field of Insurance and Finance by introducing undergraduate, diploma and higher diploma programmes with skills, capabilities and competencies to meet the real world requirement through interaction with public and private sector organizations. It is also committed to pursuing the excellence in teaching and learning in Insurance and Finance by conducting research and community service while making all efforts to contribute to the vision of the Faculty of Business Studies and Finance.

Department of Insurance and Valuation has offered Bachelor of Science (Special) Degree in Insurance and Valuation from the commencement of the Department in 2001 and with effect from 07th December 2017, the title of the degree was changed as “B.Sc. Honours in Insurance & Finance”.

B.Sc. Honours in Insurance & Finance is four-year degree program. During the first two years of the degree program, students are required to follow the common program which is to provide the core management knowledge by giving them in all functional areas in Business Studies and Finance. Third-year and fourth-year courses are specialized to insurance and finance including dissertation and six months training component. This course extensively covers all aspects of insurance and business finance while developing the areas of technical skills, creative skills, communication skills, cross-functional skills, ethical and people skills and innovative capabilities of the students.

7.2. VISION & MISSION OF THE DEPARTMENT

Vision of the Department

To be the Centre of Excellence in the Arena of Risk and Insurance Education

Mission of the Department

Department of Insurance and Valuation is committed to develop its stakeholders' competencies through education, training, research, and other outreach programmes to more effectively manage the challenges in the field of Risk, Insurance and Finance.

7.3. PERMANENT ACADEMIC STAFF

Ms. Priyanka Chandrarathne [Head of the Department]

Senior Lecturer

B. Sc. (Special) (Insurance & Valuation) (WUSL), MBA (WUSL), AII (India), CBA

Professor S.K. Gamage [Dean of the Faculty]

B.Com. (Special)(Kelaniya), PGD (Business Statistics)(Ruhuna), M.S.Sc. in Economics (Kelaniya), MBA (Malaysia), PhD(Kelaniya), AII(India)

Dr. W.S. Sanjeewa

Senior Lecturer

B. Sc. (Special) (Insurance & Valuation) (WUSL), MBA (WUSL), M.Sc. (UOM), PhD(HUST), AII (India), MAAT

Ms. R.S.L. Jayarathne

Senior Lecturer

B. Sc. (Special) (Insurance & Valuation) (WUSL), MBA (WUSL), M.Sc. (App. Fin)(USJP) DBF (IBSL),

Mr. D.G.L. Rasika.

Senior Lecturer

B. Sc. (Special) in Insurance & Valuation (WUSL), MBA (WUSL), Dip.GI (III India), CertTHE (SUSL)

Ms. D.M.N.B. Dissanayake

Lecturer

B. Sc. (Special) (Insurance & Valuation) (WUSL), MBA(WUSL)

Mr. M.M.S.K.B. Bogamuwa

Lecturer (Prob.)

B. Sc. (Special) (Accountancy & Business Finance) (WUSL), CIMA (Passed finalist), Reading for M.Sc. (USJP)

Ms. J.P.S.D. Amarasinghe

Lecturer (Prob.)

B. Sc. (Special) (Finance) (USJP), Reading for M.Sc. in Applied Finance (USJP), CBA

**7.4 STRUCTURE OF THE DEGREE PROGRAMME
(03RD YEAR AND 04TH YEAR)**

Bachelor of Science Honours in Insurance & Finance - BScHons (Ins & Fin)

Year	Semester	Course Code	Course Title	Credits
3 rd Year	Semester I	INS 3113	Risk Management	03
		INS 3123	Principles & Practice of Insurance	03
		INS 3133	Financial Market	03
		INS 3142	Motor Insurance	02
		INS 3153	Investment Management and Financial Modeling	03
		INS 3163	Marine Insurance	03
		Total Credits for the Semester I		
	Semester - II	INS 3213	Commercial Property Insurance	03
		INS 3223	Cooperate Finance	03
		INS 3233	Liability and Miscellaneous Insurance	03
		INS 3243	Life Assurance	03
		INS 3253	Financial Information Analysis and Forecasting	03
		INS 3263	Research Methodology	03
		INS 3270	Professional Skills	00
Total Credits for the Semester II			18	
Total Credits for the 3rd Year				35

Year	Semester	Course Code	Course Title	Credits	
4 th Year	Semester - I	INS 4113	Underwriting and Claims Management	03	
		INS 4123	International Finance	03	
		INS 4133	Strategic Management	03	
		INS 4142	Electronic Business	02	
		INS 4153	Reinsurance	03	
		<i>One elective course unit from following</i>			
		INS 4163	Actuarial Science	03	
		INS 4173	Financial derivatives	03	
	Total Credits for the Semester I			17	
	Semester - II	INS 4212	Business Ethics and Professional Practices	02	
		INS 4224	Industrial Training	04	
INS 4236		Research Project	06		
Total Credits for the Semester II			12		
Total Credits for the 4th Year				29	
Total Credits for the Entire Degree Programme (35+33+35+29)				132	

8. DEPARTMENT OF ENGLISH LANGUAGE TEACHING

8.1 INTRODUCTION

The Department of English Language Teaching offers a wide range of forward-looking courses to enhance the English language proficiency of the undergraduates, the university staff and the outside community. The Department demonstrates excellence in teaching through innovative, authentic and communicative pedagogical methods leading to mastery of listening, speaking, reading and writing skills of English as a Second Language. The students will be supported to become knowledgeable and creative graduates with greater confidence in themselves to perform as successful professionals and critical thinkers in the evolving job market.

Therefore, students are strongly encouraged to get the benefit of studying English at the Department of English Language Teaching by attending classes regularly and actively participating in the interactive learning sessions.

8.2 VISION & MISSION OF THE DEPARTMENT

Vision of the Department

The vision of the Department of English Language Teaching is to be a premier English language teaching centre in the higher education sector of Sri Lanka.

Mission of the Department

The Department of English Language Teaching is on the mission to enhance language proficiency of the undergraduates by providing them with a wide assortment of teaching and learning opportunities that;

- foster listening, speaking, reading, writing and soft skills with great dexterity through an effective *modus operandi*,
- inspire students to become dynamic partakers in academic, social and professional communes, and
- facilitate to develop human resources with effective communication skills to meet the national development needs.

8.3 PERMANENT ACADEMIC STAFF

Dr. K.M. Dissanayake - [Head of the Department]

Senior Lecturer

B.A (Hons.) (Peradeniya), M.A in Linguistics (Kelaniya), PhD in TESL (UPSI) Malaysia

Mr. M.K.S.M. Samaranayake

Senior Lecturer

B.A (Kelaniya), M.A in Linguistics (Kelaniya), M.A in TESL (OUSL), PGD TESL (Colombo)

Ms. W.S.A. Fernando

Senior Lecturer

B.A (USJP), M.A in Linguistics (Kelaniya), M.A in TESL (OUSL), PGD TESL (Colombo)

Mr. E.M.H.J. Edirisinghe

Senior Lecturer

B.A (USJP), M.A in Linguistics (Kelaniya), M.A in TESL (OUSL), PGD TESL & Lit (USJP)

Ms. W.M.C. Fernando

Senior Instructor

B.A (Peradeniya), M.A (Kelaniya)

Ms. P.D.S.N. Dissanayake

Lecturer (Probationary)

B.A (Hons.) in TESL (Kelaniya), M.A. in TESL (OUSL) (Reading)

Ms. W.M.C.A. Wickramasinghe

Lecturer (Probationary)

B.A (Hons.) in English (Peradeniya), M.A. in TESL (OUSL) (Reading)

Ms. P.W.R.C. Wijenayaka

Lecturer (Probationary)

B.A (Hons.) in TESL (USJP), M.A. in TESL (OUSL) (Reading)

Ms. A.P.L. Abesooriya

Lecturer (Probationary)

B.A (Hons.) in TESL (Kelaniya), M.A. in TESL (OUSL) (Reading)

8.4. STUDY PROGRAMMES OFFERED BY THE DEPARTMENT

There are four compulsory ESL courses offered to the undergraduates during the first and second years of their degree programme. Obtaining the required passing mark in these courses is compulsory for them to be qualified for the award of the degree.

Year	Semester	Course Code	Course Title	Credits
1st Year	Semester - I	ELT 1110	English I – Grammatical Foundation	00
	Semester - II	ELT 1210	English II – Composition	00
2nd Year	Semester - I	BSF 2131	Business Communication I	01
	Semester - II	BSF 2251	Business Communication II	01

Other courses offered;

- Intensive English Language Course for the new entrants.
- Optional English Courses.

9. EXAMINATION REGULATIONS AND EVALUATION CRITERIA

9.1. INTRODUCTION

These regulations provide the criteria and other conditions relating to Examinations leading to the B.Sc. Honours Degrees conducted by the Faculty. Any interpretations of these regulations shall be submitted to the Senate and the decision of the Senate shall be the final.

9.2. STRUCTURE OF THE DEGREE PROGRAMME

The academic program of the Faculty is organized on a two – Semester system, over a period of four academic years. Each academic year consists of two Semesters; Each Semester consists of fifteen weeks. Therefore the Degree program shall constitute of eight Semesters, and Examinations shall be held at the end of each Semester after two weeks study leave.

9.3. CREDITS

A credit is a time-based quantitative measure assigned to each subject and indicates the rating of the unit in working toward a Degree. A credit is equivalent to 15 contact hours of Lectures, 30 hours of Practical (Computer Lab), 100 hours of independent study for the research project and 100 Hours of Internship. The total credit value for an entire Degree Programme is 132.

9.4. ELIGIBILITY FOR SITTING THE END SEMESTER EXAMINATION

In order to achieve the objectives of each course unit, the student should necessarily attend all Lectures, Tutorial classes, Practical sessions etc. arranged by the respective Departments.

Students shall be admitted to the final Examination only if they have complied with the attendance requirements and other regulations specified by the respective Lecturer, Department, the Faculty and the University. No student shall be permitted to sit for an Examination unless the Head of the respective Department has certified that he/she has completed the Examination requirements.

At an average of 80% attendance must be maintained by a student in order to be eligible for sitting the relevant paper(s) of each subject of the Examination.

Failure to fulfill the attendance requirements shall disqualify a candidate from sitting for that Examination and it shall be treated as an attempt. Such candidate /(s) shall repeat the subject and the highest grade obtainable in such an attempt will be a grade of C and shall be required to pay the Examination fees as stipulated by regulations.

Students who fail to sit for an Examination without authorization or without good cause shall be given a symbol of 'ab' (absent) for that Examination. This symbol is equivalent to a failing grade (F).

A candidate shall be given a maximum of four (4) attempts to complete a subject. Under any circumstances (i.e. even with acceptable Medical Certificates) a student shall not be permitted to sit for an Examination if he / she has completed a period of eight (08) academic years from the date of admission to the University. This is subjected to the consideration of other unavoidable Examination postpone events influenced by extraordinary and factors influenced by the external environment. The consent in this regard is needed from the Senate of the University

9.5. ABSENCE FROM ACADEMIC ACTIVITIES AND EXAMINATIONS

Excuse will be granted only if the absence is due to a grave cause such as the student's serious ill health, or death of some members of the immediate family or any other cause, which is accepted by the Faculty Board and approved by the Senate. Even though excuse is granted to a student, he/she can sit the Examination only in the current occasion or next immediate occasion as a proper candidate. i.e. without any restriction of marks.

If student fails to attend academic activities (i.e. Lectures, Tutorial classes, Practical sessions etc. other than Mid Semester Examination) or Examinations due to a medical reason, such absence should be reported to the Senior Assistant Registrar of Examinations by a valid Medical Certificate immediately after returning to the Faculty. All Medical Certificates should conform to the format of a Medical Certificate issued by a Government Hospital and should necessarily be obtained from one of the following Medical Officers.

- University Medical Officer (UMO)
- District Medical Officer
- Consultant Specialist in the relevant field
- Head of a Government Base Hospital
- Medical Superintendent of a Provincial Ayurvedic Government Hospital
- Ayurvedic Physician registered in the Ayurvedic Medical Council

Faculty Board will accept Medical Certificates which are certified by the University Medical Officer and in some Special Occasions if the Faculty Board is convinced that a given case was is a genuine one a decision may be taken accordingly.

Under exceptional circumstance Medical Certificates issued by Private Hospitals or registered private practitioners could be considered by the University Medical Officer or the Medical Board.

Students who fall ill during an Examination session, such illness should immediately be reported to the University Medical Officer at the University Medical Center. If such illness occurs at residence or elsewhere during an Examination session, the student or his/her guardian should inform the SAR / Examinations within seven (7)

days by a telegram followed by a letter indicating the nature of illness, Doctor consulted, Examination paper affected etc. together with the relevant Medical Certificate.

Absence of a candidate from an Examination in the event of death of an immediate family member will be excused if approval is obtained from the Faculty Board and the Senate by submission of death certificate and appropriate proof of relationship. In that event the student will receive a symbol of “DFR” (Deferred) for that course.

9.6. REPEATING A SUBJECT

A student who obtains a grade of ‘E’ shall repeat that course by registering in that course in a subsequent semester.

A student who obtains a grade of ‘D’, ‘D+’ or ‘C-’ may repeat that subject by registering in that course in a subsequent semester.

A candidate who repeats subject /s of an Examination shall not be eligible to obtain more than minimum mark given for a “C” grade for each of course/s.

If the student obtains a lower grade and marks at a repeat attempt than a grade and marks received in earlier attempts, the better shall be retained.

9.7. ABSENCE AT THE END-SEMESTER EXAMINATIONS

A candidate’s absence for a whole End-Semester Examination shall be treated as an attempt, unless a valid reason has been furnished by the candidate and accepted by the Faculty Board and the Senate. A candidate with an accepted valid reason shall be treated as proper candidate in the next immediate attempt and shall get grading for courses without any restriction.

If a candidate avoids taking the whole End-Semester Examination on the next immediate attempt without furnishing a valid reason, shall be treated as a repeat candidate.

If a candidate is absent from an End –Semester Examination of a course unit after completing continuous evaluation, the following symbol will be indicated appropriately.

Absent due to medical reasons, which have been approved, will be given symbol of “MC” (Medical).

Absent due to valid reasons, which have been approved, will be given a symbol of “DFR” (Deferred).

Absent without valid reasons will be given symbol of “ab” (absent)

9.8. METHOD OF EVALUATION

The performance of students for each subject is evaluated by means of Examinations, Assignments, Reports, Presentations, Classroom Tests, Internship and Training Programmes, and Researches. The relevant Departments at the commencement of a course unit will announce the method of evaluation. However, the following guiding rules are adopted as fundamental requirements.

End- Semester Examination carries a weight of minimum 60% of the final marks assigned to a subject.

Continuous evaluation component carries a weight of maximum 40% of the final mark assigned to a subject. This may comprise marks from one or more of the continuous evaluation modules such as Mid - Semester Examinations / Tests / Quizzes, Term and Research papers, Case Studies, Presentations, Practical Reports, Class Participation etc. **The authority for selecting relevant evaluation method/s** is given to each respective Department.

In order to pass the exam the student has to obtain minimum 45% from each components (Continuous assessment and Final exam)

When the course content is exclusively Practical (e.g. Industrial Training), the evaluation shall be conducted according to guidelines prepared by the Department of Study and approved by the Faculty Board and the Senate.

Research report / Dissertation and Industrial Training report shall be evaluated according to the guidelines prepared by the Faculty.

NOTE: Medical Certificates **will not be taken into account for continuous assessments (Class room assignments, Tutorials, Mid-term tests etc.)** Students will **not receive** marks for such components **if he/she fails to attend the regular continuous assessments** or to meet the requirements due to any reason.

9.9. GRADING SYSTEM

Table 9.1: Grades & Grade Point Values

Raw Marks	Grade	Grade Point Value
85 -100	A+	4.00
75 - 84	A	4.00
70 - 74	A-	3.70
65 - 69	B+	3.30
60 - 64	B	3.00
55 - 59	B-	2.70
50 - 54	C+	2.30
45 - 49	C	2.00
40 - 44	C -	1.70
35 - 39	D+	1.30
30 - 34	D	1.00
00 -29	E	0.00

For courses in which practicals are assessed by an examination, students obtaining less than 45% marks in either theory or practical will get a maximum 'D' grade even if the average is higher than 40.

9.10. CALCULATION OF GRADE POINT AVERAGE (GPA)

The Grade Point Average (GPA) is the credit weight arithmetic mean of the Grade Points. It's really a numerical representation of a student's overall academic achievement. The Grade Point Average is the quotient obtained by dividing the Credit Weighted Grade Point Value by the total number of credit values in which a student receives a Grade. For the purpose of GPA calculation, Grade Point values are taken up to two decimal points. The maximum possible GPA is 4.00 while the minimum is 1.00. Table 9.2 illustrates the calculation of the GPA of hypothetical student at the end of the first semester of the second year of the Degree program.

The formula of GPA calculation is given below.

$$GPA = \frac{\sum_{i=1}^N (Credit\ Values)_i \times (Grade\ Points\ Per\ Hour)_i}{\sum_{i=1}^N (Credit\ Values)_i}$$

Table 9.2: Illustration of GPA Calculation (Year 2: Semester I)

Course Code	Letter Grade Earned	Credit Values	Grade Points per Hour	Number of Grade Point Values Earned = Credit values X Grade Points per Hour
MGT 2114	C+	04	2.30	9.20
MGT 2124	A ⁻	04	3.70	14.80
MGT 2123	C	03	2.00	06.00
ACT 2114	A ⁺	04	4.00	16.00
MGT 2131	B	01	3.00	03.00
Total		16		49.00
<p>GPA = $\frac{\text{Credit Weighted Grade Point Value } \mathbf{49.00}}{\text{Total Number of Credit Values } \mathbf{16}} = \mathbf{3.06}$</p>				

9.11. RELEASE OF RESULTS OF THE SEMESTER EXAMINATIONS

The results of each Semester will be reported to the candidates at the end of each Semester with the grade earned by the candidate for each course as indicated in

Grading Scale given in Table 9.1. The Results Sheet will be issued to each candidate after the release of results of each Semester by the Examination Branch of the University.

10. PROVISION FOR RE-SCRUTINIZATION OF MARKS AND GRADES OF UNDERGRADUATES

10.1. POLICY GUIDELINES

All marks and grades obtained by a student at any Examination (i.e. in-course assessment, assignment, semester Examination, final Examination, etc.) must be free of any errors of addition, computation and transcription.

Provisions shall be made for undergraduate students to submit request for verification of their Examination marks and grades, if they wish to do so, particularly for the end-semester Examinations and final Examination.

However, the Examiners' discretion to allocate marks for the answers presented in the answer scripts for the question(s) presented in the question paper, based on the pre-determined criteria and/or model answer expected shall not be undermined and hence the verification process will be limited only to check for accuracy of addition, computation and transcription (ACT Verification) and not for re-marking of scripts.

The provision for requesting Re-Scrutinization of marks and grades shall be limited only during the 2 weeks immediately following the release of results of an Examination. As the cost of Re-Scrutinization process must be borne by the student, a non-refundable fee, calculated on the basis of actual cost of re-scrutiny process shall be levied on the student.

The Dean of the Faculty in consultation with the Chief Examiner of the Examination shall convene Results Verification Board, constituted as prescribed by these by-laws and verification of results must be conducted in accordance with the guidelines prescribed herein.

If the marks and grades are not changed, the candidate shall be notified by the Dean through Senior Assistant Registrar/Assistant Registrar of the Faculty after the

meeting of the Results Verification Board. However, if the marks and grades are changed, the outcome of the verification shall be notified to the candidate(s) only after the ratification of results by the Special Result Board of the Faculty in the case of end- semester Examination. Whereas in the case of final Examination, amended results should only be released after obtaining the approval of the Senate and Council of the University.

The results issued to the student(s) following the re-scrutiny of marks and grades shall be the final and no more requests shall be entertained thereafter.

10.2. PROCEDURES

SAR/AR of the Faculty should notify the students of the relevant Examination the period during which the requests for verification of results are entertained by displaying a notice in the Notice Board of the Deans' Office.

A payment of Rs. 500/= (subject to revision) per course/subject of an end-semester Examination shall be charged for verification of the marks and grades and the issue of application forms (Annexure 1) must be done only upon submission of receipt for the prescribed payment.

The Dean shall convene the Results Verification Board meeting for verification of marks/ grade within 3 working days upon closure of the applications.

The Results Verification Board shall consist of the following persons.

1. Dean of the Faculty (convener)
2. Head of Department(s)
3. Chief Examiner (if applicable)
4. Examiners in charge of each subject/ paper

When the Head is a Chief Examiner/Examiner in charge of each Examination/subject/paper, another member from the same Department can be called for the Results Verification Board.

The Head of Department in charge of the relevant course(s)/subject(s) shall present the individual marks/grades sheets for different components of the examination(s) (i.e. written, oral, laboratory, continuous assessment, etc.) and the answer scripts for scrutiny of the Results Verification Board.

The Results Verification Board should proceed to check the accuracy of addition, computation and transcription of results (ACT Verification)

If the number of applications received is too large the Dean of the Faculty in consultation with the Chief Examiner can appoint relevant Sub-Committees for verification of marks and grades. In such instances verified results should be tabled at the Results Verification Board for ratification.

If there is no change of grades, the Dean of the Faculty through the SAR/AR of the Faculty should inform the candidate(s) soon after the Results Verification Board Meeting.

A Special Results Board should be held within five working days to ratify the results if a revision of marks/grades is necessary and the decision of the Special Results Board shall be the final.

If the marks and grades are changed, in the case of end- semester Examination the outcome of the verification shall be notified to the candidate(s) following the ratification of amended results by the Special Results Board of the Faculty whereas in the case of final Examination, amended results ratified by the Special Results Board further be approved by the Senate and Council of the University before it is released to the candidate(s)

SAR/AR of the Faculty should maintain a record of all verification applications and the outcome of all applications and should submit a report to the Faculty Board after completion of re-scrutiny process.

11. AWARD OF DEGREES

To be eligible for the B.Sc. (Honours) degree, a student must accumulate a grade of “D” or better in subjects aggregating 132 credits. Furthermore, a student should,

- (a) Not have fail grade “E” and no more than one lower grades “D”, “D+” or “C-“ per semester and the total number of lower grades should not exceed six (06) for the entire Degree program.
- (b) Have a minimum Overall Grade Point Average of 2.00
- (c) Complete the relevant requirements within a period of eight (08) academic years.
- (d) Have obtained the Minimum requirement for English Language tests conducted by the ELTU during the year I Semester I & Semester II is a ‘Pass’ grade (‘P’)

11.1. AWARD OF HONOURS

First Class Honours

A student shall meet all the following requirements in order to be awarded a Degree with First Class Honours

A student shall have:

1. Obtained a minimum GPA of 3.70
 - a. Earned grades of A + or A in at least 50% of total credits of the courses in the degree program.
2. Earned no grades below “C”
3. Fulfilled these requirements within four academic years from the first academic year of registration other than approved valid reason accepted by the senate.

Second Class (Upper Division) Honours

A student shall meet all the following requirements in order to be awarded a Degree with Second Class (Upper Division) Honours:

A student shall have:

1. Obtained a minimum of GPA of 3.30
2. Earned grades of B or better in at least 50% of total credits of the courses in the degree program.
3. Earned no grades below “C”
4. Fulfilled these requirements within four academic years from the first academic year of registration other than approved valid reason accepted by the senate.

Second Class (Lower Division) Honours

A student shall meet all the following requirements in order to be awarded a Degree with a Second Class (Lower Division) Honours:

A student shall have:

1. Obtains a minimum of GPA 3.00.
2. Earned grades of B or better in at least 50% of total credits of the courses in the Degree program
3. Earned no grades below “C”
4. Fulfilled these requirements within four academic years from the first academic year of registration other than approved valid reason accepted by the senate.

11.2 EFFECTIVE DATE OF THE DEGREE

The effective date of the Degree shall be the date of submission of the completed Dissertation/ Study report on the industrial training specified by the Faculty.

12. MEDALS AND PRICES AWARDED AT THE CONVOCATION

Gold Medals for Best Performance in the Faculty

- ❖ Slimline Gold medal for the best overall performance in the Faculty of Business Studies and Finance

Subject Awards

- ❖ Slimtex Gold medal for the best performance in Business Management in the faculty of Business Studies and Finance
- ❖ C.M.A Gold medal for the best performance in Accountancy and Business Finance in the Faculty of Business Studies and Finance
- ❖ Bank of Ceylon Gold medal for the best performance in Banking and Finance in the Department of Banking & Finance
- ❖ The Janashakthi Gold medal for the best performance in Insurance and Valuation in the Faculty of Business Studies and Finance
- ❖ Security Exchange Commission's Gold Medal and Cash award for the best performance in Money and Capital Market subject in the Department of Banking & Finance

13. EXTERNAL COURSES OFFERED BY THE FACULTY

POST GRADUATE DIPLOMA IN BUSINESS MANAGEMENT (PGDBM)

The program of study will run through **One Academic Year** (Approximately one calendar year duration)

Participants of the Postgraduate Diploma in Business Management (PGDBM) will follow twelve courses modules during the period of one year. All courses will be compulsory. Each course will be of about 30 hours of teaching. The academic year comprises with two terms. Twelve courses would be taught during the period. In addition every participant should complete a project report and submit the same at the end of the 2nd term of the program.

MASTERS DEGREE IN BUSINESS ADMINISTRATION (MBA)

This is the **Second Academic** year of the total program. The participants devote their fall time to complete a **Management Research** under the guidance of supervisors appointed by the University. They may attend to a series of advanced seminars and lectures organized by the Faculty of Business Studies & Finance.

DIPLOMA IN RISK MANAGEMENT AND INSURANCE (DRMI)

The Department of Insurance and Valuation offers the ‘Diploma in Risk Management and Insurance’ to cater to the long felt need of the Insurance Industry in Sri Lanka as there is not a single diploma program in insurance offered by any university. This one-year diploma course launched at a time when Sri Lanka needs fully fledged professionals in the spheres of insurance and valuation. The prime objective of this diploma is to provide a firm grounding in insurance fundamentals and to enable candidates to build towards advanced technical knowledge thereby ensuring candidates have the means to function effectively in a challenging environment.

This diploma course comprehensively covers all aspects of life and general insurance and fundamental concepts in management. The Diploma provides an enhanced understanding of insurance practice, both in terms of technical subject matter and overall management skills. It will develop participants’ understanding of the theory and practices of insurance and its role in risk management, and economy. This is a professional qualification for insurance staff functioning across all sectors of the industry.

HIGHER DIPLOMA IN RISK MANAGEMENT AND INSURANCE (HDRMI)

The Department of Insurance and Valuation offers Higher Diploma in Risk Management and Insurance (HDRMI) programme for the external students those who are interested in developing technical, conceptual and analytical skills in modern theory and practice in each of the key areas of Insurance Business Finance. The “Higher Diploma in Risk Management and Insurance” (HDRMI) programme is conducted with the noble purpose of expansion of indigenous knowledge to promote the sustainable development of Insurance Industry in Sri Lanka.

The “Higher Diploma in Risk Management and Insurance” provides an enhanced profounder understanding of insurance practice, both in terms of methodical subject matter

and overall management skills. This is an advanced academic qualification for insurance staff functioning across all sectors of the industry.

DIPLOMA IN BANKING & FINANCIAL STUDIES (DBFS)

The Diploma in Banking & Financial Studies (DBFS) is offered by the Department of Banking & Finance. Duration of this programme is confined to one Academic Year. One year Diploma programme in Banking & Financial Studies prepare prospective candidates for a career in banking industry and services. The main objective of the programme is to improve the knowledge, skills and attitudes of Banking staff and those who would planning to join banking industry as junior and senior executives.

The programme facilitates learning in theory and practices of major disciplines in economics and banking to equip the students with an integrate approach to managerial skills. The course units are designed in such a manner to develop analytical, problem solving and decision-making abilities, awareness of domestic and international economics and the financial environment. The course structure is comprised with compulsory ten units and upon successful completion of Diploma allows candidates to develop a learning programme that reflects their personal circumstances or career aspirations. The DBFS has been designed to school leavers those who wish to join to the financial sector and anyone who wishes to hold a recognized respected banking qualification. At the successful completion of this program candidates will be awarded the Diploma in Banking & Financial Studies and are entitled to use the designation of DBFS.

DIPLOMA IN BUSINESS MANAGEMENT (DBM)

The Department of Business Management offers the ‘Diploma in Business Management’ to cater to the long felt need of the Business sector in Sri Lanka. The DBM is designed to meet the challenges of global business environment. It provides the opportunity for the participants to practice conceptual, people and technical skills. This is a professional qualification for those staff attached and potential employees to the business sector in Sri Lanka.

CERTIFICATE IN PERSONAL FINANCIAL MANAGEMENT (CPFM)

The Department of Accountancy offers the “Certificate in Personal Financial Management (CPFM)” to fulfill the vacuum that existed within the business environment of Sri Lanka as there is no a single certificate programme in this discipline offered by any university. The

duration of the programme is six months and the course provides knowledge on fundamentals of personal financing enabling the individuals to learn how to live with financial independence. Further, this certificate course covers some basic aspects of Personal Financial Management with five course modules. Moreover, this has been developed as a tailor made programme, based on a Memorandum of Understanding (MOU) entered by the Wayamba University of Sri Lanka.

DIPLOMA IN PERSONAL FINANCIAL MANAGEMENT (DPFM)

The “Diploma in Personal Financial Management (DPFM)” which is offered by the Department of Accountancy is a continuation of the “Certificate in Personal Financial Management (CPFM)”. The programme has been designed for people who are, or who will shortly be, in the age levels where they no longer depend on others for their financial provision.

The objective of DPFM is to develop core technical knowledge and understanding across the key elements of personal financial management, insurance, investments, tax planning, estate planning and employee benefits and to provide a firm on the related core philosophies and to advance the understanding in concepts of Financial Management, its uses and restrictions. Accordingly, the participants will gain knowledge about the practical and legal constraints on the sources and uses of money, the methods of organizing their money through personal budgeting, bank dealings, building society accounts and the concepts, and consequences of overspending or payment default.

The duration of the course is one academic year and the course satisfies the industry requirement of providing professional competency in the field of Personal Financial management. Further, the DPFM is a tailor made programme which has been developed as per a Memorandum of Understanding (MOU) entered by the Wayamba University of Sri Lanka.

DIPLOMA IN ACCOUNTING INFORMATION SYSTEMS (DAIS)

The Department of Accountancy offers the “Diploma in Accounting Information Systems (DAIS) to cater the long felt need of individuals and companies in Sri Lanka as there is not a single Diploma program in this discipline offered by the university system in Sri Lanka.

This one-year diploma program provides the fundamentals of Accounting Information Systems enabling individuals and companies to learn how to move and live with developing information systems related to Accounting including Computerized Accounting and Modeling.

The DAIS develops core technical knowledge and understanding across a broad range of key advisory areas. Participants will gain knowledge about the theoretical and practical use of Information systems including various software. This program is designed in accordance with the requirements of the Sri Lanka qualification framework Level (SLQF) 3

HIGHER DIPLOMA IN ACCOUNTING INFORMATION SYSTEMS (HDAIS)

The Department of Accountancy offers the “Higher Diploma in Accounting Information Systems (HDAIS) to cater the long felt need of individuals and companies in Sri Lanka as there is no single Higher Diploma program in this discipline offered by any university in Sri Lanka. This one-year higher diploma program provides advanced knowledge on Accounting Information Systems enabling individuals and companies to learn how to move and live with developing information systems related to Accounting.

Having identified the mounting demand for the Accounting Information Systems related study courses and with the industry reputation gained through intense collaborations, Department of Accountancy believes that it has a responsibility in continuous upgrading knowledge and educating people who engage in the field of Accounting Information systems. In order to support this, Department wishes to offer Higher Diploma in Accounting Information Systems (HDAIS) to address the national need of the people who have not reached higher education in this field and to proceed with this discipline.

This program is designed in accordance with the requirements under the Sri Lanka qualification framework Level (SLQF) 4 in the Sri Lanka qualification framework introduced by the Ministry of Higher Education.

14. IMPORTANT PHONE NUMBERS

General Line	037-2281412 037-2281414 037-2283616
Vice Chancellor's Office	037-2282758
Registrar's Office	037-2283165
Dean/ Faculty of Business Studies and Finance	037-2283621
Proctor (Kuliyapitiya Premises)	037-2283618
AR/Faculty of Business Studies and Finance	Phone/Fax : 037-2284215
Faculty of Applied Sciences	037-2283623
Faculty of Agriculture and Plantation Management	031-2299875
Faculty of Livestock, Fisheries and Nutrition	031-2299870
Faculty of Technology	0373138054
Faculty of Medicine	037-3139796
Department of Business Management	037-2283618
Department of Accountancy	037-2284214
Department of Banking and Finance	037-2281216
Department of Insurance and Valuation	037-2284213
Department of English Language Teaching	0372283155
Senior Assistant Registrar/Examinations	037-2284527
Assistant Registrar/FBSF	037-2284215
Senior Assistant Registrar/ Student Registration and Welfare	037-2283167
Senior Assistant Registrar/ General Administration	037-2281151
Library	037-2284776 037-2283169
Medical Centre	037-2284779
ICT Centre (Kuliyapitiya)	037-2284528
Career Guidance Unit	031-3314283
Physical Education Unit	037-2283974
Marshall	037-3972174
Chief Security Officer	037-2283166

ශ්‍රී ලංකා වයඹ විශ්වවිද්‍යාලයේ ගීතය

ශ්‍රී ලංකා වයඹ දිසා
සුභාන ධරණී තලේ
සුරංජන
සරසවි දිනිති අපේ
අරුණ්ඩති
තරුව ලෙසේ - ලංකා අම්බරයේ

කලිකල් පැරකුම් කිවිනැණ පහනින
සුමඟුල් සම්ඳුන් සිහවිරු වදනින
හැමකල් රංජිත වයඹ යකෝ රැස
උරුමය වේ අපගේ //
තුරැලිය මල්පල සම්පත වොරදන
කෙත්වතු අස්වනු ඉසුරින් සපුරන
නෙක්විඳු නැණදහරින් දැය පොබයන
මෙහෙවර වේ අපගේ //

ශ්‍රී ලංකා වයඹ දිසා
සුභාන ධරණී තලේ
සුරංජන
සරසවි දිනිති අපේ
අරුණ්ඩති
තරුව ලෙසේ - ලංකා අම්බරයේ

ලෝකය නමිඳු මහ ගත පෙරළා
ඉසිවර නැණ සමුදා සදාලන
සරසවි මවුනි අපේ
නව වින්තනයේ උල්පත් මතු කොට
නව ලෝකය වෙත පියවර තබනුව
විවරණ දුන මැනවි ///

ප්‍රබන්ධය - සනිතෘ සුරී ඩබ්ලිව්.ඒ. අබේසිංහ මහතා
සංගීතය - විශාරද එච්.එම්. ජයවර්ධන මහතා
ගායනය - අමාර්ස, විශාරද වික්ටර් රත්නායක මහතා ඇතුළු පිරිස